



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

May 8, 2009

Mikhael Moore, Treasurer
Jewish Council for Education and Research
244 5th Avenue, Suite M250
New York, NY 10001

Response Due Date:
June 15, 2009

Identification Number: C00452847

Reference: Year End Report (11/25/08 – 12/31/08)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 3 items:

1. Schedule B supporting Line 21(b) of your report discloses \$40,407.47 in activity identified as MEMO entries that do not appear to correspond with any itemized transaction(s). Please be advised, a memo entry is used to disclose additional information about an itemized transaction and the amount of a memo entry is not included in the total receipts or disbursements for the report. Please amend your report to provide clarifying information regarding this activity.
2. Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule B supporting Line(s) 21(b) of your report to clarify the following description(s): "Website-Unpaid Credit Card." For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).
3. Your Amended 12 Day Pre-General (10/1/08 – 10/15/08), received 12/3/08, Amended 30 Day Post-General (10/16/08 – 11/24/08), received 1/12/09, and Year End (11/25/08 – 12/31/08) Reports combined disclose limited payments for administrative expenses. Administrative expenses are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries, telephone service, office equipment and supplies. Any such payments to a person aggregating

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